

## MILPERSMAN 1746-020

### PROCEDURES WHEN AUTHORIZED TO MESS SEPARATELY

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Governing Directives	DOD 7000.14-R, Department of Defense Financial Management Regulation (DODFMR), Volume 7A, Military Pay Policy and Procedures Active Duty and Reserve Pay DFAS-CL (NAVSO-P) 3050-2M, DFAS Pay/Personnel Procedures Manual (Navy), Volume 2 (DFAS PPM) NAVSO P-3069, Department of the Navy Source Data System Procedures Manual (SDSPROMAN)
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1. **General Policy.** Enlisted members, assigned to duty where a government mess is operated, may, under certain conditions, be authorized to mess separately (RATSSEP) and be paid a Basic Allowance for Subsistence (BAS). Regulations concerning payment of BAS at the RATSSEP rate, and the supporting documentation required, are contained in DFAS pay directives.

2. **RATSSEP Granting Authority and Associated Policies**

a. **Authority:** The responsible commanding officer (RCO) of a shore activity operating one or more general messes is the authority granting RATSSEP.

b. **Applicability:**

(1) Members under that command,

(2) tenant command members assigned to subsist in the general mess operated by that RCO, and

(3) members assigned in ships who are temporarily required to subsist ashore.

c. **Canceling RATSSEP:** An authorization for RATSSEP is canceled upon transfer, including between tenant commands served by the same RCO.

d. **No Retroactive Approval:** RATSSEP cannot be approved retroactively.

e. **Time Payment Starts:** RATSSEP is paid from the time of verbal authorization if the RCO operating the mess promptly confirms it in writing.

### 3. **Justifying RATSSEP Payment**

a. **Guidelines:** RCO's may grant RATSSEP to an enlisted member upon determining two or more of the following guidelines justify payment:

(1)	Location of the member's residence,
(2)	Specialized duties,
(3)	Working hours,
(4)	Dining hall capacity, or
(5)	Distance to the dining hall.

b. **Additional Requirement:** The member must consistently and routinely miss two or more available general mess meals per day in order to qualify for RATSSEP.

c. **Procedures for Prorated BAS:** The DODFMR contains procedures for prorated BAS for members who do not meet the above criteria.

d. **Additional Extenuating Factors:** These factors should not be construed as all-encompassing; additional extenuating factors must be considered and each request must stand on its own merit.

4. **Key RCO Consideration in Approving RATSSEP.** The RCO must consider the necessity of maintaining an economical general mess with fluctuating numbers of patrons before giving permission to mess separately with a subsistence allowance. Authorizations to mess separately must not adversely affect the economical administration of a general mess.

**Caution:** "Item pricing" in the general mess will not be used as justification for approving RATSSEP.

5. **Pay Grade Based RATSSEP Policy for Enlisted Members**

a. **For Pay Grades E-1 through E-6:** RCO's should grant RATSSEP to enlisted members in pay grades E-1 through E-6, except basic trainees, who reside with their families.

(1) **Military Couples:** This authorization includes members married to other members, with no other dependents, who live together at their permanent duty station. See MILPERSMAN 7220-180 for restrictions when one or both of the members is/are on sea duty.

(2) **Geographic Bachelors:** This authorization does not automatically extend to geographic bachelors in pay grades E-1 through E-6 residing in bachelor enlisted quarters. Policies pertaining to these members must conform to the block labeled "Justifying RATSSEP Payment."

b. **For Pay Grades E-7 and Above:** Senior enlisted members in pay grades E-7 and above not on sea duty, as defined by MILPERSMAN 7220-150, are authorized RATSSEP regardless of dependency status or guidelines in block labeled "Justifying RATSSEP Payment," of this article.

6. **RATSSEP Entitlement during Authorized Absences**

a. **Enlisted members in authorized absence status:**

(1)	on leave,
(2)	hospitalized, or
(3)	performing travel <ul style="list-style-type: none"><li>• temporary duty/temporary additional duty (TDY/TAD)</li><li>• permanent change of station (PCS)</li><li>• under orders away from their permanent duty station (PDS)</li></ul>

b. **Entitlement:**

(1)	Entitled to RATSSEP for the duration of the leave, hospitalization, or travel status, regardless of the BAS rate authorized at their PDS.
(2)	Members reporting TAD, and not authorized RATSSEP at the PDS, may be authorized RATSSEP by the gaining RCO.

7. **Crediting and Terminating RATSSEP.**

a. To credit or terminate RATSSEP use the table below:

WHEN the member is...	THEN...
accompanied by the service record and personal financial record (PFR),	<ul style="list-style-type: none"><li>• NAVCOMPT 3067, Detaching (Departing) Endorsement to Orders; and</li><li>• NAVCOMPT 3068, Reporting (Arrival) Endorsement to Orders</li></ul> <p>will be used to credit and terminate RATSSEP.</p>
not accompanied by the service record and PFR,	<p>RATSSEP entitlement will be submitted by using</p> <ul style="list-style-type: none"><li>• NAVCOMPT 3060, Military Pay Order.</li></ul>

b. **Requesting Authority to credit a TAD period:** If RATSSEP is not credited for a TAD period, the PDS must ascertain whether or not it is payable by requesting authority from the gaining RCO to credit RATSSEP. To ensure accurate payment, the orders should be endorsed by the gaining command as to whether government messing was available with or without charge.

c. **Procedures for crediting and terminating RATSSEP:**  
Specific procedures are contained in the DFAS PPM and SDSROMAN.

8. **Providing Unit Leave Listing.** Commanding officers of tenant commands, who have personnel subsisting in a general mess ashore or who have personnel assigned that have been granted authority to mess separately, will provide a copy of the Commanding Officer's Monthly Unit Leave Listing to the RCO quarterly.

9. **Fulfilling Subsistence Entitlement in Outlying Areas.**  
Authorization to mess separately is not intended to fulfill the subsistence entitlement in outlying areas where it is occasionally impracticable to use a government mess due to time and distance factors. In these instances a prorated or supplemental allowance or the full BAS rate should be considered.